



MONTANA WING HEADQUARTERS  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
PO Box 1887  
Great Falls, MT 59404-1887

MEMORANDUM FOR – SEE DISTRIBUTION

FROM: MT WG/CC

SUBJECT: Montana Wing Policy Letter #2 – Squadron Signature Cards for Bank Accounts

1. Reference CAP Regulation 173-1, paragraph 1c.
2. Effective immediately, all squadron signature cards for squadron bank accounts, to include checking and savings accounts, will include the Montana Wing Finance Officer as one of the authorized individuals on each account.
3. Unit finance officers will send signature cards to the Wing Finance Officer within 15 days of this letter to obtain the Wing Finance Officer's signature for the squadron's bank accounts. Unit finance officers will ensure that the wing finance officer is included as one of the authorized account signatories on all squadron financial accounts.
4. The Wing Finance Officer will not be involved in the administration of squadron funds or required reports under CAPR 173-1. The Wing Finance Officer will only access squadron accounts under the direction of the Wing Commander in cases where the unit is closed or cannot access accounts due to death, injury, resignation, or other events which leave the unit without authorized personnel to access the unit accounts.

Martin Bourque, Col, CAP  
Wing Commander

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